



Keyboard Shortcuts

You can use your keyboard (and mouse) to quickly accomplish many tasks in Pages. To find the shortcuts for common commands, look in the menus (or see the menu shortcuts below). To complete an action, press the shortcut keys indicated below.

Manipulating objects

Draw a floating text box, shape, table, or chart	Option-click the Text Box, Shapes, Table, or Chart toolbar button; then drag to size
Select all floating objects	Select one floating object and press Command-A
Deselect all floating objects	Select one floating object and press Command-Shift-A
Select or deselect additional objects	Command-click, Shift-click
Add range to (or remove it from) selection	Shift-drag, Command-drag
Move selected object one point	Arrow key
Move selected object ten points	Shift-arrow key
Send object to the back	Shift-Command-B
Send object one layer back	Option-Shift-Command-B
Bring object to the front	Shift-Command-F
Bring object one layer forward	Option-Shift-Command-F
Group objects	Option-Command-G
Ungroup objects	Option-Shift-Command-G
Lock objects	Command-L
Unlock objects	Option-Command-L
Duplicate object	Command-D, Option-drag
Constrain movement of object to 45°	Shift-drag
Resize object	Drag handle
Resize object from center	Option-drag handle
Constrain aspect ratio when resizing object	Shift-drag handle
Constrain aspect ratio when resizing object from center	Option-Shift-drag handle
Rotate object	Command-drag handle
Rotate object 45°	Shift-Command-drag handle
Rotate object around opposite handle (instead of center)	Command-Option-drag handle
Rotate object 45° around opposite handle (instead of center)	Shift-Command-Option-drag handle
Turn off alignment guides	Command-drag
Mask or unmask object	Shift-Command-M
Exit mask mode	Return, Command-Return, Enter, double-click
Reenter mask mode	Double-click the masked image
Open shortcut menu for selected item	Control-click
Stop editing an object's content and select object	Command-Return
Choose an object to insert	Shift-Command-V
Define as placeholder text	Control-Option-Command-T
Define object as media placeholder	Control-Option-Command-I